



Agenda

City Council Work Session

Oelwein City Hall, 20 Second Avenue SW, Oelwein, Iowa

6:30 PM

January 13, 2020
Oelwein, Iowa

Mayor: Brett DeVore

Mayor Pro Tem: Matt Weber

Council Members: Renee Cantrell, Warren Fisk, Tom Stewart, Charles Gerds, Rex Ericson

Pledge of Allegiance

Discussions

- [1.](#) Budget Discussion

Adjournment

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 319-283-5440

Work Session Jan 13 Agenda

Revenues

- Review Revenues
 - What are they, and how do we get them?
- Sales tax is the one percent local option that voters approved. It expires in 2024, this council should expect to discuss renewal in two years
- Franchise fees are generated by a franchise on electricity and gas with Alliant Energy
- Hotel Motel comes from the local tax approved by voters on the hotels and motels.
 - We are required to spend 51 percent on tourist related activities
 - 49 percent goes to the general fund

Expenditures

- Hotel motel Tax
 - 20,000 to annual activities
 - 10,000 trail maintenance
 - 30,000 to general fund
- Franchise Fees
 - Current major expenses
 - \$260,000 Police Station Loan
 - \$145,000 property tax relief (general fund)
 - \$516,000 Capital Improvement Plan (CIP)
 - \$30,000 public safety transfer
 - Council will need to be ready to ask questions about CIP and funding. Department Heads will be accessible on January 20 for all questions. The council's decisions for franchise fees come down to where the funding should be directed to, and how that works on the council's goals.
 - Does council want to use franchise reserve for road improvements?
- Abatement
 - Show the funding to council and how it helps our current abatement process.
- Economic Development
 - Council must determine if the current funding goes toward their goals and accomplishes their mission on 2020/2021.
 - The City has reserves dedicated to housing programs and City Hall improvement
- Left over bond proceeds
 - How does council want to spend the \$480,000 in leftover bond proceeds?
 - Staff recommends \$280,000 for tear down and \$200,000 for road improvements. The road improvements would also use franchise fees

Rev

Account Number	Account Title	FY 2016 Actual 6/30/2016	FY 2017 Actual 6/30/2017	FY 2018 Actual 6/30/2018	FY 2019 Actual 6/30/2019	FY 2020 Budget 6/30/2020	FY 2020 Re-Estimate 6/30/2020	FY 2021 Proposed 6/30/2021	DH Request
	SALES TAX - PROPERTY TAX RELIEF								
121-5200-40900	ECON DEV SALES TAX 70%	\$ 357,484.91	\$ 384,645.59	\$ 381,449.54	\$ 400,508.71	\$ 370,000.00	\$ 370,000.00	\$ 400,000.00	
121-5200-43000	INTEREST	\$ 1,342.58	\$ 1,159.03	\$ 2,277.47	\$ 2,637.42	\$ 1,500.00	\$ 1,500.00	\$ 2,000.00	
121-5220-40001	PROPERTY TAX RELIEF 30%	\$ 153,207.80	\$ 164,848.15	\$ 163,478.39	\$ 171,646.57	\$ 155,000.00	\$ 155,000.00	\$ 170,000.00	
121-5220-43000	INTEREST	\$ 575.30	\$ 496.77	\$ 977.01	\$ 1,130.35	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	
	SALES TAX - PROPERTY TAX RELIE Total	\$ 512,610.59	\$ 551,149.54	\$ 548,182.41	\$ 575,923.05	\$ 528,000.00	\$ 528,000.00	\$ 573,000.00	

HOTEL/MOTEL TAX

	HOTEL MOTEL TAX								
122-5210-40850	HOTEL/MOTEL TAX	\$ 36,803.41	\$ 36,075.62	\$ 48,695.78	\$ 64,547.49	\$ 60,000.00	\$ 60,000.00	\$ 65,000.00	
122-5210-43000	INTEREST	\$ 56.11	\$ 118.81	\$ 316.01	\$ 586.23	\$ 350.00	\$ 350.00	\$ 500.00	
	HOTEL/MOTEL TAX Total	\$ 36,859.52	\$ 36,194.43	\$ 49,011.79	\$ 65,133.72	\$ 60,350.00	\$ 60,350.00	\$ 65,500.00	

	FRANCHISE FEES								
123-5250-40650	FRANCHISE FEES	\$ 412,270.66	\$ 449,084.58	\$ 504,364.96	\$ 727,486.81	\$ 660,000.00	\$ 660,000.00	\$ 725,000.00	
123-5250-43000	INTEREST	\$ 4,500.75	\$ 4,114.91	\$ 5,990.63	\$ 8,207.74	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
	FRANCHISE FEES Total	\$ 416,771.41	\$ 453,199.49	\$ 510,355.59	\$ 735,694.55	\$ 665,000.00	\$ 665,000.00	\$ 730,000.00	

Exp	HOTEL MOTEL TAX								
122-5210-64132	TOURISM	\$ 12,272.85	\$ 6,396.26	\$ 4,000.00	\$ 19,140.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	
122-5210-65060	OFFICE SUPPLIES	\$ 2.40	\$ 0.93	\$ -	\$ -	\$ -	\$ -	\$ -	
122-5210-65073	FIREWORKS	\$ 3,500.00	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	
122-5210-69004	HOTEL/MOTEL-GENERAL TRANSFER	\$ 18,033.67	\$ 17,677.05	\$ 23,860.93	\$ 32,118.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	
	HOTEL MOTEL TAX Total	\$ 33,808.92	\$ 32,074.24	\$ 32,860.93	\$ 56,258.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	

Account Number	Account Title	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2020	FY 2021	DH Request
Expense		Actual	Actual	Actual	Actual	Budget	Re-Estimate	Proposed	
		6/30/2016	6/30/2017	6/30/2018	6/30/2019	6/30/2020	6/30/2020	6/30/2021	

FRANCHISE FEES									
123-1100-63100	BUILDING	\$ -	\$ -	\$ -	\$ -	\$ -			
123-1100-67990	Police	\$ 28,415.26	\$ 37,510.84	\$ 23,495.50	\$ 156,161.51	\$ 118,950.00	\$ 118,950.00	\$ 130,000.00	
123-2800-67990	Airport	\$ -	\$ -	\$ -	\$ 23,000.00	\$ 10,000.00	\$ 10,000.00	\$ 35,000.00	
123-4300-65070	SUPPLIES	\$ -	\$ 5,572.28	\$ -	\$ -	\$ -		\$ -	
123-4410-67990	PARKS CAPITAL	\$ -	\$ -	\$ -	\$ 45,390.56	\$ 39,100.00	\$ 39,100.00	\$ 35,000.00	
123-5200-63101	RAMS BUILDING	\$ -	\$ -	\$ -	\$ -	\$ -			
123-5250-65041	FIRE CAPITAL	\$ 6,315.67	\$ 3,841.70	\$ -	\$ 39,246.84	\$ 62,000.00	\$ 62,000.00	\$ 35,000.00	
123-5250-67240	CEMETERY CAPITAL	\$ 9,159.20	\$ 9,909.84	\$ 92.58	\$ 14,995.00	\$ 11,000.00	\$ 11,000.00	\$ 44,000.00	
123-5250-67242	POOL CAPITAL	\$ -	\$ -	\$ -	\$ 10,641.98	\$ 27,000.00	\$ 27,000.00	\$ 15,000.00	
123-5250-67272	FRANCHISE EXPENSES	\$ 34,770.50	\$ -	\$ -	\$ -	\$ -			
123-5250-67280	ADMINISTRATION CAPITAL	\$ 24,494.75	\$ 88,242.00	\$ 4,417.92	\$ 66,825.94	\$ 25,000.00	\$ 25,000.00	\$ 80,000.00	
123-5250-67610	STREETS	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 100,000.00	
123-5250-67701	LIBRARY CAPITAL	\$ -	\$ -	\$ -	\$ 16,725.67	\$ 32,000.00	\$ 32,000.00	\$ 42,000.00	
123-5250-69000	Franchise Transfer	\$ 255,780.00	\$ -	\$ -	\$ -	\$ -		\$ -	
123-5250-69003	1ST TIME HMBUYRS TRANS	\$ -	\$ -	\$ -	\$ -			\$ -	
123-6200-64930	CONSULTING-CITY ADMIN	\$ 24,189.35	\$ -	\$ -	\$ -	\$ -		\$ -	
123-6200-69014	TRANS TO DS PRPRTY TAX RLF 20%	\$ 88,221.93	\$ 89,816.91	\$ 100,872.99	\$ -	\$ -		\$ -	
123-6200-69015	UR BOND POLICE 2014 TRANS	\$ 1,020.00	\$ 214,895.00	\$ 254,875.00	\$ 257,880.00	\$ 253,775.00	\$ 253,775.00	\$ 253,775.00	
123-6200-69029	TRANS GF PROPERTY TAX RLF 20%	\$ -	\$ -	\$ -	\$ 145,497.00	\$ 135,000.00	\$ 135,000.00	\$ 145,000.00	
	Public Safety Transfer							\$ 30,000.00	
	FRANCHISE FEES Total	\$ 472,366.66	\$ 449,788.57	\$ 383,753.99	\$ 776,364.50	\$ 713,825.00	\$ 713,825.00	\$ 944,775.00	

ABATEMENT									
160-1710-60100	SALARY	\$ 26,866.83	\$ 28,541.75	\$ 27,769.29	\$ 28,301.62	\$ 30,000.00	\$ 30,000.00	\$ 45,693.00	\$ 45,693.00
160-1710-61810	UNIFORMS	\$ 99.90	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 750.00	\$ 2,500.00
160-1710-61990	EMPLOYEE PERSONNEL EXPENSE	\$ -	\$ 125.00	\$ 175.00	\$ 62.50	\$ 1,000.00	\$ 1,000.00	\$ 100.00	\$ 1,000.00
160-1710-63100	BUILDING	\$ 363.14	\$ 12.72	\$ -	\$ 1,131.84	\$ 100.00	\$ 100.00	\$ 100.00	\$ 500.00
160-1710-63310	VEHICLE	\$ 455.33	\$ 381.28	\$ 479.14	\$ 555.76	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
160-1710-63730	COMMUNICATIONS	\$ 149.98	\$ -	\$ 150.00	\$ -	\$ 150.00	\$ 150.00	\$ 500.00	\$ -
160-1710-63750	CELLULAR/PAGING	\$ 359.63	\$ 482.59	\$ 379.74	\$ 251.60	\$ 550.00	\$ 550.00	\$ 500.00	\$ 500.00

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160-1710-63810	UTILITIES	\$ 629.88	\$ 500.00	\$ 350.00	\$ -	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
160-1710-64080	INSURANCE-LIABILITY	\$ 940.62	\$ 673.73	\$ 298.91	\$ 286.88	\$ 800.00	\$ 800.00	\$ 450.00	\$ 800.00
160-1710-64090	JANITORIAL	\$ -	\$ 300.00	\$ -	\$ -	\$ 300.00	\$ 300.00	\$ -	\$ 300.00
160-1710-64110	LEGAL EXPENSE	\$ 4,270.75	\$ -	\$ 111.60	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 5,000.00	\$ 10,000.00
160-1710-64950	CONTRACTS	\$ -	\$ 1,800.00	\$ 3,600.00	\$ 612.04	\$ 3,500.00	\$ 3,500.00	\$ 2,500.00	\$ 4,000.00
160-1710-65041	EQUIPMENT	\$ 93.46	\$ -	\$ -	\$ 1,820.00	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 2,500.00
160-1710-65060	OFFICE SUPPLIES	\$ 615.61	\$ 26.27	\$ 0.46	\$ 301.89	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$ 1,500.00
160-1710-65070	SUPPLIES	\$ 58.00	\$ -	\$ -	\$ 470.00	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 2,000.00
160-1710-67250	CAPITAL OUTLAY	\$ -	\$ 11,391.00	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
	ABATEMENT Total	\$ 34,903.13	\$ 44,234.34	\$ 33,314.14	\$ 33,794.13	\$ 44,400.00	\$ 44,400.00	\$ 61,093.00	\$ 73,293.00

ECONOMIC DEVELOPMENT

160-5200-60100	SALARY	\$ -	\$ -	\$ 246.20	\$ 1,234.94	\$ -		\$ -	
160-5200-61990	EMPLOYEE PERSONNEL EXPENSE	\$ 3,928.94	\$ 672.00	\$ 705.60	\$ 820.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
160-5200-63102	TECH BUILDING	\$ 48,712.07	\$ 8,069.98	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	
160-5200-63730	COMMUNICATIONS	\$ 320.76	\$ 672.88	\$ 586.91	\$ 787.07	\$ 600.00	\$ 600.00	\$ 800.00	
160-5200-64010	AUDIT	\$ 1,188.75	\$ 1,901.25	\$ 3,600.00	\$ 4,087.51	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	
160-5200-64110	LEGAL EXPENSE	\$ 4,448.00	\$ 1,931.08	\$ 14,549.80	\$ 5,115.36	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
160-5200-64130	FAY CO LOCAL HOUSING TRUST	\$ 31,643.51	\$ 12,217.60	\$ 5,720.85	\$ 21,223.54	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	
160-5200-64133	TOURISM	\$ 13,047.62	\$ -	\$ -	\$ 78.74	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
160-5200-64134	THE GRAND PROJECT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
160-5200-64136	HOTEL ED AGREEMENT	\$ -	\$ -	\$ 125,000.00	\$ -	\$ -	\$ -	\$ -	
160-5200-64138	COUNTY ECONOMIC DEV AGREEMENT	\$ 7,466.96	\$ 7,466.96	\$ 7,466.96	\$ 7,466.96	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	
160-5200-64139	OCAD DUES	\$ 150,000.00	\$ 40,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	
160-5200-64140	LEGAL PUBLICATION	\$ 1,154.19	\$ 890.07	\$ 1,321.76	\$ 2,556.01	\$ 1,500.00	\$ 1,500.00	\$ 2,500.00	
160-5200-64150	HOUSING PLAN PROGRAM	\$ -	\$ -	\$ -	\$ -	\$ 175,000.00	\$ 125,000.00	\$ 125,000.00	
160-5200-64151	HOUSING TAX ABATEMENT/REFUND	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
160-5200-64181	PROPERTY TAXES-MISC	\$ 35,948.46	\$ 13,702.00	\$ 11,270.00	\$ 7,562.00	\$ 6,000.00	\$ 6,000.00	\$ 8,000.00	
160-5200-64260	WEBSITE	\$ 4,225.00	\$ -	\$ 900.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
160-5200-64750	SPR-FALL CLEANUP	\$ 3,065.33	\$ 6,099.62	\$ 2,043.96	\$ 4,828.44	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
160-5200-64901	RESIDENTIAL DEMO GRANT	\$ 9,239.66	\$ 7,635.00	\$ 3,750.00	\$ 6,475.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	

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160-5200-64902	COMMERCIAL DEMO GRANT	\$ -	\$ 4,200.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	
160-5200-64903	DOWNTOWN DEMOLITION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
160-5200-64904	JUNK HOUSE REMOVAL	\$ 86,786.08	\$ 24,524.25	\$ 44,097.00	\$ 13,146.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	
160-5200-64905	LOCAL GRANT MATCH GOACF	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
160-5200-64908	HOMETOWN REWARDS	\$ -	\$ 12,800.00	\$ -	\$ -	\$ -	\$ -	\$ -	
160-5200-64950	CONTRACTS	\$ -	\$ 1,718.55	\$ 1,168.75	\$ 1,718.75	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	
160-5200-65050	WELLNESS RESERVE FUND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
160-5200-65060	OFFICE SUPPLIES	\$ 2,571.58	\$ 2,897.53	\$ 3,506.74	\$ 1,116.84	\$ 500.00	\$ 500.00	\$ 1,200.00	
160-5200-65300	TENNIS COURTS	\$ 20,846.00	\$ 20,846.00	\$ -	\$ -	\$ -	\$ -	\$ -	
160-5200-67240	CAMPGROUND CAPITAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
160-5200-67242	POOL CAPTIAL	\$ -	\$ 4,441.87	\$ -	\$ -	\$ -	\$ -	\$ -	
160-5200-67245	AIRPORT CAPITAL	\$ 3,750.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	
160-5200-67271	WELLNESS CAPITAL	\$ 2,369.38	\$ 5,520.00	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
160-5200-67310	DIAMOND IMPROVEMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
160-5200-67350	PARKS CAPITAL	\$ 17,424.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
160-5200-67610	STREETS	\$ -	\$ -	\$ -	\$ 40,705.22	\$ -	\$ -	\$ -	
160-5200-67701	LIBRARY CAPITAL	\$ 6,100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
160-5200-67900	ED INFRASTRUCTURE/PLANNING	\$ 87,929.90	\$ 15,154.40	\$ 13,158.64	\$ 7,452.57	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
160-5200-69001	ED ADM SALARY TRANSFER	\$ 15,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	
160-5200-69008	LIBRARY ACCREDITATION TRF	\$ 32,925.00	\$ 25,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	
160-5200-69009	WELLNESS CENTER LOSS TRANSFER	\$ 55,695.08	\$ 50,553.88	\$ 22,468.22	\$ 27,496.48	\$ 21,000.00	\$ 21,000.00	\$ 28,000.00	
160-5200-69019	EC DEVELOP-DOWNTOWN TRANSFER	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
160-5200-69020	CDBG HOUSING REHAB TRANSFER	\$ 51.67	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	
160-5200-69024	ECONOMIC DEVELOPMENT TRANSFER	\$ -	\$ 71,827.50	\$ -	\$ -	\$ -	\$ -	\$ -	
160-5200-69033	TRANS TO DWNTWN BUSINESS GRANT	\$ -	\$ -	\$ -	\$ 150,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	
160-5200-69079	AIRPORT GRANT MATCH TRANSFER	\$ -	\$ -	\$ -	\$ 36,600.00	\$ 36,600.00	\$ -	\$ -	
160-5200-69082	TRANSFER TO HOUSING REHAB	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
160-5200-69211	TRANSFER TO DEBT SERVICE 2011	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	ECONOMIC DEVELOPMENT Total	\$ 655,837.94	\$ 375,742.42	\$ 406,561.39	\$ 480,471.43	\$ 595,700.00	\$ 509,100.00	\$ 527,500.00	